

reston black focus

p.o. box 793 □ reston, virginia 22091

September 23, 1974

Mrs. Meredythe Holmes
2501 Woodcutter Court
Reston, Virginia 22091

Dear Merrie,

Thank you for agreeing to chair the Employment Committee.
Here is a list of proposed members for that committee:

Nate Bevans	437-9284
Tom Bradley	620-9873
LaGretta Butler	620-9279
Carl English	471-7257
Jimmie Jones	860-1529
Clyde McElvene	471-1062
Ed Mitchell	860-2307; 343-4284 off
Josh Smith	471-1476
Cecil Thompson	860-2787
Dan Turner	620-9661
Reggie Welch	860-0680
Don Wiggins	437-5070

Josh Smith is anxious to work with the committee; but his time will be limited until after October 17, 1974. I have not spoken to any of the others. Feel free to add to this list.

Please be prepared to 1) give a written report to the Board of Directors at their monthly meeting, and 2) announce meetings of the committee in the newsletter, so that interested parties may attend. Date, time, place, and if possible a preliminary agenda should be reported to Joyce Watson, 11002 Howland Drive, by the 15th of the month to go into the next month's newsletter.

At our next meeting, the Board of Directors is asking the committees to submit in writing a list of actual committee members, a statement of purpose, and a list of immediate goals

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Meredythe Holmes 9/23/74

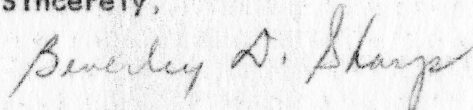
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and proposed activities. This meeting will be on October 10, 1974, at 8:00 pm, at Clarestine Summey's house, 1572 Cameron Crescent Dr., 471-4484. Neither of these statements need be long or elaborate; they should be well thought out and represent the consensus of understanding by the committee. They will serve as guidelines for the Board and the committee and should be revised as needed.

You should also be thinking about a brief report to the general membership at our Annual Meeting, November 12, 1974. The place has yet to be set.

Thanks again and good luck! Don't hesitate to call, if I can be of help.

Sincerely,



Beverley D. Sharp, President
Reston Black Focus, Inc.